

# GLENN COUNTY

## Planning & Community Development Services Agency Environmental Health Department

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Mardy Thomas, Director

### TEMPORARY FOOD FACILITY (TFF) SELF INSPECTION CHECKLIST

CHECK LIST REQUIREMENTS		COMPLIES		
		YES	NO	N/A
<b>1</b>	<b>FOOD SOURCE AND TEMPERATURE</b>			
<b>A</b>	<b>Source:</b> All food shall be obtained from a permitted commercial or retail food establishment.			
<b>B</b>	<b>Preparation:</b> All food shall be stored and prepared at a permitted food establishment or within the permitted temporary food booth. Food stored or prepared at home or other unapproved location is prohibited.			
<b>C</b>	<b>Thawing:</b> Food shall be thawed in the refrigerator at 41°F or less, submerged in running water at 70°F or less, in a microwave, or as part of the cooking process.			
<b>D</b>	<b>Holding Temperatures:</b> All foods requiring hot or cold holding to prevent growth of harmful bacteria have been identified. Potentially hazardous foods shall be maintained hot at 135°F or higher, or cold at 41°F or below. Holding temperatures are to be checked at opening & every 2 hours booth is in operation, must document temperatures on the Holding Temperatures Log.			
<b>E</b>	<b>Cooking Temperatures:</b> Food shall be cooked to the minimum internal temperatures specified below: *165°F for 15 seconds for poultry, any stuffing containing fish, beef, pork or poultry, or stuffed fish, beef, pork or poultry. *155°F for 15 seconds for ground fish and ground meat (hamburgers) *145°F for 15 seconds for eggs or dishes containing raw egg, whole fish, and whole meat			
<b>F</b>	<b>Reheating for Hot Holding:</b> Previously cooked, cooled, and reheated foods shall be reheated to an internal temperature of 165°F.			
<b>G</b>	<b>Thermometer:</b> A probe thermometer with a temperature range of 0°F-220°F for measuring food holding and cooking temperatures is required.			
<b>2</b>	<b>PERSONNEL</b>			
<b>A</b>	<b>Health:</b> All employees are healthy. Employees experiencing vomiting and/or diarrhea must be excluded from food related activities. Permit holder requires food employees to report illnesses as required. Employees with cuts or sores on their hands shall wear gloves in addition to proper handwashing.			
<b>B</b>	<b>Handwashing:</b> Handwashing facilities shall be provided inside the booth (adequate potable warm water in a container with a spigot, with catch bucket for wastewater, soap and paper towels).			
<b>C</b>	<b>Hygiene:</b> Food workers shall maintain personal cleanliness, wash hands frequently, wear clean clothing, and wear hair restraints			
<b>D</b>	<b>Food Preparation:</b> Avoid bare hand contact with food. Whenever possible use gloves, tongs, deli paper, spatulas or other dispensing equipment when handling ready-to-eat foods. Change gloves often and wash hands in between changing gloves.			
<b>3</b>	<b>FOOD AND UTENSIL STORAGE AND HANDLING</b>			
<b>A</b>	<b>Hot and Cold Holding:</b> Necessary equipment and supply to maintain proper food temperatures, 41°F or less for cold foods, 135°F or above for hot foods (i.e. a means of obtaining ice throughout the event, electricity and sufficient heating fuel).			
<b>B</b>	<b>Storage:</b> All food and equipment (except BBQs) shall be stored inside the booth and at least 6 inches off the ground. Bulk items protected from contamination by a solid waterproof barrier may be stored on the ground (e.g. ice chest).			
<b>C</b>	<b>Food Storage During Multiple Day Events:</b> During periods of non-operation, potentially hazardous foods shall be stored in a refrigerator at an approved location. All other food shall be stored in sealed containers inside a permitted food establishment. Location: _____			

CHECK LIST REQUIREMENTS			YES	NO	N/A
<b>D</b>	<b>Customer Self-Service:</b> Condiments must be dispensed in single service type packaging, in pump-style dispensers, squeeze bottles, shakers, or similar dispensers.				
<b>E</b>	<b>Food Display:</b> All food shall be protected from customer handling, coughing, sneezing, or other contamination. All cooking and serving areas shall be protected from contamination. BBQs should be roped off or otherwise separated from the public. Food sampling shall be conducted in a sanitary manner (*see Sampling Guidelines).				
<b>F</b>	<b>Utensil Storage:</b> In-use food dispensing utensils must be stored in the food with their handles above the food. Wash and sanitize all utensils before storing. Store clean utensils in a sanitary location protected from contamination.				
<b>G</b>	<b>Cross Contamination:</b> Food shall be protected from cross contamination by separating raw animal foods from ready-to-eat foods during storage, slicing, preparation, holding, and display. Provide separate cutting boards, knives, and disposable gloves for handling raw meats, poultry or seafood.				
<b>H</b>	<b>Ice:</b> Ice used for refrigeration cannot be used for consumption.				
<b>4</b>	<b>CLEANING</b>				
<b>A</b>	<b>Warewashing:</b> Provide either a 3-basin set up or a three-compartment sink with potable hot running water for warewashing. Scrap dishes then 1. WASH, 2. CLEAN WATER RINSE, 3. SANITIZING SOAK. Use approved sanitizing tablets or use bleach at 1 tablespoon per gallon of rinsing water. Change water often.				
<b>B</b>	<b>Wiping Cloths:</b> Wiping cloths for food contact surfaces shall be used once then laundered or thrown away, or shall be stored in a clean sanitizing solution of proper concentration between uses. Change sanitizing solution often.				
<b>5</b>	<b>WATER SUPPLY AND WASTEWATER DISPOSAL</b>				
<b>A</b>	<b>Water:</b> An adequate supply of <b>warm and cold</b> potable water shall be available on site for cooking, cleaning, sanitizing, handwashing and drinking. Potable water includes bottled water, water from an approved public water supply, and water from an approved private water supply. Water supply hoses must be made from food grade materials (garden hoses are prohibited).				
<b>B</b>	<b>Wastewater Disposal:</b> Wastewater will be disposed of in an approved wastewater disposal system (e.g., in a sink or toilet) located at _____. Wastewater may not be dumped onto the ground surface, into waterways, or into storm drains.				
<b>6</b>	<b>PREMISES</b>				
<b>A</b>	<b>Garbage:</b> Leak-proof and insect-proof garbage containers with plastic garbage bags shall be provided.				
<b>B</b>	<b>Waste Grease:</b> Waste grease shall be disposed of into a serviceable tallow bin or in another approved manner.				
<b>C</b>	<b>Lighting:</b> Adequate lighting shall be provided.				
<b>D</b>	<b>Animals:</b> No live animals are permitted in or within 20 feet of facility.				
<b>7</b>	<b>FOOD BOOTH</b>				
<b>A</b>	<b>Identification:</b> Facility name, operator name, city, state and zip code shall be posted in a location clearly visible to patrons. Display Health Permit.				
<b>B</b>	<b>Tables, Counters and Shelves:</b> Tables, counters, food prep surfaces, and shelves shall be smooth, easily cleanable and nonabsorbent.				
<b>C</b>	<b>Enclosure:</b> Booth shall consist of four complete sides and a top (plywood, canvas, plastic or fine mesh fly screen) and shall enclose all food and equipment. Note: Local Fire Dept may require proof of fire-retardant materials.				
<b>D</b>	<b>Floor:</b> Cleanable floor surfaces (tarp or other cleanable material) shall be provided.				
<b>E</b>	<b>Access Doors and Pass-thru Windows:</b> Tight-fitting closures for access doors openings are required. Pass-thru windows are closeable and not larger than 18" X 12".				

**Checklist is provided to assist you in complying with Environmental Health Department (EHD) regulations. EHD recommends completing and posting this checklist inside your booth during operation.**

**NOTE: This list may not include all the necessary equipment you will need for your individual operation. Please contact Environmental Health at (530) 934-6102 for questions on equipment requirements.**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_